



Roosevelt Island Operating Corporation

KATHY HOCHUL
Governor

SHELTON J. HAYNES
President & CEO

BOARD OF DIRECTORS
RuthAnne Visnauskas, Chair, Commissioner of NYSHCR
Robert Megna, Director of BUDGET
Fay Christian
Conway S. Ekpo
David Kraut
Howard Polivy

Agenda Item V, 3. April 3, 2023

PROPOSED RESOLUTION

RATIFICATION OF CONTRACT WITH THE BURKE GROUP, LLC FOR ACTUARIAL SERVICES

RESOLVED by the Board of Directors of the Roosevelt Island Operating Corporation of the State of New York (“RIOC”), as follows:

- Section 1. that the contract with The Burke Group, LLC for actuarial services, upon such terms and conditions substantially similar to those outlined in the Memorandum from Daeman Di Stefano to Shelton J. Haynes/Board of Directors, dated March 6, 2023, attached hereto, is hereby ratified;
- Section 2. that the President/Chief Executive Officer or President’s designee is hereby authorized to take such actions and execute such instruments as deemed necessary to effectuate the foregoing; and
- Section 3. that this resolution shall take effect immediately.



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MEMO

TO: Shelton J. Haynes & RIOC Board of Directors

FROM: Daeman Di Stefano, Assistant CFO & Comptroller

DATE: March 6, 2023

RE: Burke Group Actuarial Services for FY 22-23, FY 23-24, FY 24-25, and FY 25-26

Background and Procurement Process:

Each year RIOC must procure actuarial services to accurately report liabilities for other post-employment benefits ("OPEB"), pursuant to GASB Statements No. 43 & No. 75 (the "Statements"). RIOC has previously contracted with the Burke Group, formerly First Niagara Benefit Consulting, for fiscal years 2010-2011 to 2021-2022.

The Burke Group has submitted a proposal to provide actuarial services for four fiscal years as per the table below.

<u>Fiscal Year</u>	<u>Services</u>	<u>Fee</u>
2022-2023	Full OPEB Valuation	\$7,500
2023-2024	Roll Forward Valuation	\$3,000
2024-2025	Full OPEB Valuation	\$7,500
2025-2026	Roll Forward Valuation	\$3,000

The Statements provide that full OPEB valuations should be conducted at least every two years for plans with fewer than 200 members. As such RIOC was required to have a full OPEB valuation for FY 2022-23. In the interest of maintaining continuity of services, RIOC retained the Burke Group to provide actuarial services for the period. Continuity of services with the

Burke Group was in the best interest of the Corporation since: (1) the Burke group demonstrated its qualification to provide the valuations and accompanying report, which were accepted each year by RIOC's external auditors; (2) RIOC successfully negotiated a not-to-exceed fee of \$7,500, matching the full OPEB valuation fee for those services rendered in FY 2020-2021.

The Burke Group has offered to provide RIOC's roll forward valuations for FY 2023-2024 and FY 2025-2026 for a not-to-exceed fee of \$3,000 each year. These years require only a roll forward valuation of the prior periods data, which is less extensive than a full OPEB valuation. The fee is identical to that paid by RIOC in the OPEB valuation fee for those services rendered in FY 2021-2022. Given these considerations, I therefore recommend ratification of a not-to-exceed fee of \$7,500 to the Burke Group for FY 2022-23 and FY 2025-2026 and authorization to provide roll forward valuations for FY 2023-2024 and FY 2025-2026 at a not-to-exceed fee of \$3,000 each year.